

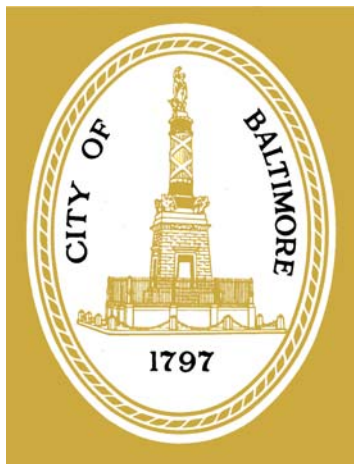
PERFORMANCE AUDIT REPORT

PSYCHOLOGY CONSULTANTS ASSOCIATED, P.A.

POLICE RECRUITMENT

SELECTION RECOMMENDATION STATISTICS

DECEMBER 2003



**City of Baltimore
Department of Audits**

CITY OF BALTIMORE

MARTIN O'MALLEY, Mayor



DEPARTMENT OF AUDITS

YOVONDA D. BROOKS, CPA
City Auditor

Room 321, City Hall
Baltimore, Maryland 21202
Telephone: (410) 396-4783
Telefax: (410) 545-3961

December 3, 2003

Honorable Joan M. Pratt, Comptroller
And Other Members of the Board of Estimates
City of Baltimore

BACKGROUND:

This report conveys the results of our audit of the recruitment selection recommendations provided to the Board of Estimates by Psychology Consultants Associated, P.A. for the period September 1, 2002 through June 30, 2003.

On July 9, 2003, the Board of Estimates deferred the request from the Police Department for a \$240,000 extension to the contract with Psychology Consultants Associated, P.A. This contract required that the contractor provide stress management and other psychological services to the Police Department, and it also included a component for reporting recruitment selection recommendations. At the time of deferral, the Board of Estimates requested that the Department of Audits perform an audit of the data in the report.

The original report submitted by the contractor to the Board of Estimates on July 9, 2003 was revised on September 3, 2003 after completion of our initial audit work. Subsequent to reviewing the data submitted with the revised report, we asked the Police Department to reconcile the data submitted in the original report with the second report. The reconciliation was received by the Department of Audits on November 10, 2003.

OBJECTIVES AND SCOPE:

The objective of this audit was to determine if the numerical and statistical breakdowns provided by Psychology Consultants Associated, P.A. of the Police Officer Trainee applicants, screened for the period September 1, 2002 through June 30, 2003, were accurately prepared and properly supported. The data compiled by Psychology Consultants Associated, P.A. was derived from the details provided by the applicants in the Baltimore City Department of Personnel Application for Examination (in the Section designated Federal EEO Data) and the assessments of Psychology Consultants Associated, P.A. that placed the applicants in the category of recommended, recommended with reservations (can reapply in one year) or not recommended.

This audit was conducted in accordance with generally accepted *Government Auditing Standards* related to performance audits issued by the Comptroller General of the United States and, accordingly, included such tests of the records and such other auditing procedures as we considered necessary.

In conducting this audit, we:

- **Obtained an understanding of the recommendation categories utilized by Psychology Consultants Associated, P.A. in its screening of Baltimore City Police Department applicants.**
- **Determined, using the documentation submitted by the Police Department, the ethnic group and selection recommendation of each applicant and recomputed the statistical breakdown.**

AUDIT RESULTS:

The results of our audit can be found in Appendix A of this report. In performing our audit, the Department of Audits examined 234 of the 272 redacted employment applications and contractor certification letters. The information for the remaining 38 applicants was obtained from the Police Department Applicant Tracking database. Where differences between the application and the database occurred, we used the information in the employment application. Our audit disclosed differences between the two consultant's reports and the data compiled by the Department of Audits.

* * * * *

The Baltimore City Police Department's response to our audit and the Auditor's Comments thereon are included as Appendix B to this report.

Respectfully submitted,

Yovonda D. Brooks, CPA
City Auditor

Appendix A

**Psychology Consultants Associated, P.A.
Psychological Evaluations
Performed For the Baltimore City Police Department
For the Period September 1, 2002 through June 30, 2003**

	<u>Original Consultant's Report</u>		<u>Revised Consultant's Report</u>		<u>Computed by Audits</u>	
	<u>Number</u>	<u>Percentage</u>	<u>Number</u>	<u>Percentage</u>	<u>Number*</u>	<u>Percentage</u>
<u>Recommended</u>						
<u>Without Reservations</u>						
African-American	93	77%	103	77%	103	77%
Caucasian	65	77%	76	78%	79	80%
Other Minority	36	85%	36	88%	32	84%
<u>Recommended With</u>						
<u>Reservations</u>						
(can reapply in one year)						
African-American	25	20%	27	20%	27	20%
Caucasian	14	16%	15	15%	14	14%
Other Minority	4	10%	3	7%	5	11%
<u>Not Recommended</u>						
African-American	4	3%	4	3%	4	3%
Caucasian	6	7%	6	6%	6	6%
Other Minority	2	4%	2	5%	1	3%

Footnote:

* One application submitted by the Police Department did not indicate the psychological recommendation of the applicant.

POLCE DEPARTMENT
Baltimore, Maryland

TO: Yovonda Brooks
City Auditor

Clement H. Ruley, Jr.
Audit Manager

FROM: Major Michael P. Tomczak
Director – Personnel Section

RE: Baltimore Police Department's Response to City Auditor's November 17th, 2003 Draft Police Department Psychological Evaluation Audit Report.

DATE: December 2, 2003

As a follow up to Clement Ruley's November 18, 2003 letter, which was directed to my attention, below please find the Baltimore Police Department's response to the most recent draft of the Police Department's Psychological Evaluation Audit Report Draft.

Based on the September 18, 2003 conference call between Ms. Brooks, Mr. Ruley, and Mr. Mondell of the Department of Audits, and myself, Lt. Edward Schmitt and, Baltimore Police Department Chief Legal Counsel Sheila Anderson, this Division agreed to prepare two lists. Per the Department of Audits instructions, this Division prepared two lists, relative to applicants who were evaluated by PCA during the subject time period. Those lists were as follows:

List Number 1	List Number 2
Applicants who were <i>scheduled</i> for psychological evaluation during the period September 1, 2003 – June 30, 2003. *(All personal identifiers were fully redacted before submitting to Department of Audits.	Applicants listed in the Baltimore Police Department personnel database who, based on <i>billing records</i> , were evaluated during relevant time period.
List of applicants was compiled via, Baltimore Police Department Applicant Investigation Unit database.	*(All personal identifiers fully redacted before submitting to Department of Audits).

Based on discrepancies between the two lists above, the Department of Audits requested that this Division prepare a third list which would match the randomly assigned application numbers from list number 1 with the randomly assigned database numbers from list number 2.

Based on the draft report by the Department of Audits, a total of 234 of the anonymous applicants from list number 1 was supplemented with 38 applicants randomly derived from list number 2. In addition, we note that list number 1 contained 25 applicants that were not included in the list provided by PCA. Although we find the above comparison puzzling, we accept at face value the Department of Audits written assertion that the audit was conducted in accordance with generally accepted Government Auditing standards related to performance audits issued by the Comptroller General of the United States". (Draft Audit Report, p.2). However, we note that any resulting discrepancies in data may be the result of the previously discussed factor known as "race migration"¹. Lastly, in some instances, applicants have opted to withhold racial/ethnic group information, as such identifiers are optional per the EEO.

¹ As we have previously discussed, applicants have frequently been known to change their race designation at various points in the application process if they are of the erroneous belief that a particular racial/ethnic group identifier offers a perceived advantage.

Michael P. Tomczak
Major / Director
Personnel Section

MPT/io

**AUDITOR'S COMMENT
THE BALTIMORE CITY POLICE DEPARTMENT RESPONSE
TO THIS REPORT**

The Baltimore City Police Department's response to our audit is included in this Appendix. In their response, the Police Department indicated that the Department of Audit randomly derived 38 applicants from the second list of applicants supplied by the Police Department at the time they submitted the contractor's second report. In fact, the Department of Audit used the reconciliation submitted to us on November 10, 2003 to identify applicant contained in the second submission for which the Police Department never supplied redacted applications. For those 38 applicants, the Department of Audits used the information in the Police Applicant Tracking database to compile our statistics.